



File No.: LA 6500-20
(OCP/LUB Review)

DATE OF MEETING: May 27, 2019
TO: Lasqueti Island Local Trust Committee
FROM: Sonja Zupanec, Island Planner
Marnie Eggen, Island Planner
Northern Team
SUBJECT: OCP/LUB Review

RECOMMENDATION

1. That the Lasqueti Island Local Trust Committee endorse the revised OCP/LUB Review Project Charter v.2, dated May 27, 2019.
2. That the Lasqueti Island Local Trust Committee request staff to prepare a revised work plan and budget for the OCP/LUB Review Project and request funding confirmation from the Director of Local Planning Services for the 2019/20 fiscal year.
3. That the Lasqueti Local Trust Committee request that the Lasqueti Community Association OCP Steering Committee provide a presentation and summary document to the Local Trust Committee on the results of the 2018/19 community engagement sessions and any recommendations to advance consideration of future amendments to the Official Community Plan and Land Use Bylaw.

REPORT SUMMARY

The purpose of this report is to request that the Local Trust Committee (LTC) consider revisions to the OCP/LUB Review Project Charter with consideration of Advisory Planning Commission (APC) recommendations and input from the Lasqueti Community Association OCP Steering Committee.

BACKGROUND

The LTC passed the following resolutions at their last business meeting held on April 15, 2019:

LA-2019-008

It was **MOVED** and **SECONDED**,

that the Lasqueti Island Local Trust Committee endorse in principle the recommendations of the APC in the draft minutes of February 21, 2019. **CARRIED**

The February 21, 2019 APC meeting minutes can be found in the April 15, 2019 LTC meeting [agenda package](#).

LA-2019-009

It was **MOVED** and **SECONDED**,

that the Lasqueti Island Local Trust Committee request staff to communicate with the Lasqueti Community Association OCP Steering Committee's Chair regarding coordination of Lasqueti Community Association OCP Steering Committee's process and communication strategy and that they be advised that the Lasqueti Island Local Trust Committee would like to meet with the Lasqueti Community Association OCP Steering Committee once the draft has been reviewed. **CARRIED**

LA-2019-010

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to inform the Advisory Planning Commission that the Lasqueti Island Local Trust Committee will be forwarding the draft communication strategy and project charter when ready. **CARRIED**

ANALYSIS

Issues and Opportunities

Revised Project Charter

Staff are recommending changes to the Project Charter based on the LTC's interest in considering the recommendations of the Advisory Planning Commission (APC) and work of the Lasqueti Community Association Official Community Plan Steering Committee (LCA OCP Committee). See the current Project Charter v.1.0 (Attachment 1) and revised draft Project Charter v.2.0 (Attachment 2). The changes advance the project by undertaking the necessary technical analysis early in the review process and allow time for staff and the APC to develop the OCP/LUB Engagement Strategy . Staff are recommending the project proceed in three distinct phases:

Phase 1 – Technical Analysis & OCP/LUB Engagement Strategy Development

- Staff to conduct a technical analysis of the OCP and LUB to identify policy and regulatory gaps in relation to the LTC's obligations with respect to the following:
 - *Local Government Act* and other applicable provincial legislation (i.e. *Agricultural Land Commission Act and Regulations*);
 - Islands Trust Policy Statement;
 - Islands Trust Conservancy Regional Conservation Plan 2018-2027;
 - Protection of the Coastal Douglas-fir and Associated Ecosystems Toolkit (2018);
 - First Nations – Provincial Guidelines, UNDRIP, and Islands Trust Council Priorities.
- Staff to prepare a background report for LTC consideration, incorporating the results of the technical analysis and results of the LCA OCP Committee's 2018/19 community engagement;
- Staff to work with the APC to develop a comprehensive OCP/LUB Engagement Strategy to clarify community, stakeholder and First Nations engagement topics and methodology to be used in Phase 2;
- LTC consideration of OCP/LUB Engagement Strategy and updated project charter.

Phase 2 – Community Engagement & Bylaw Drafting

- Undertake stakeholder and community engagement, including First Nations engagement to develop a shared understanding of First Nations rights and interests in relation to policy and regulatory options, and, in particular, recognition of Tla'amin Treaty rights;
- Develop draft OCP and LUB amending bylaws;
- Consultation with the APC and broader community on draft bylaws;

Phase 3 – Statutory Bylaw Process

- Referrals, public hearing, bylaw readings, bylaw review by Executive Committee and the Minister of Municipal Affairs and Housing and bylaw adoption.

LCA OCP Steering Committee Review Process and Community Engagement Strategy

Staff recommend that a summary of the LCA OCP Committee’s work be submitted to the LTC so that it may be fulsomely considered and incorporated into the OCP/LUB Engagement Strategy . Recommendations by the LCA OCP Committee may include topic areas identified by the community for inclusion in the OCP/LUB review, desired methods for engaging the community during the review and stakeholders to be included in the engagement. This information is extremely valuable to informing the broader OCP process. As an aside, on Gabriola Island, a similar community-led [presentation and report](#) was prepared by a volunteer group for the Gabriola Island Local Trust Committee in order to inform future amendments to the OCP and LUB regarding the island’s village planning area.

Rationale for Recommendation

Staff recommend that the LTC endorse the revised Project Charter to advance the OCP and LUB Review project and request the LCA OCP Committee prepare a presentation and summary document on the results of the 2018/19 community engagement sessions for LTC consideration. The staff recommendations are included on Page 1 of this report.

ALTERNATIVES

The LTC may consider the following alternative to the staff recommendation:

1. Request further revisions to the Project Charter

The LTC may request staff to revise the Project Charter with additional objectives, in-scope activities or phases. If selecting this alternative, the recommended wording for the resolution is as follows:

That the Lasqueti Island Local Trust Committee request staff to revise the OCP and LUB Review Project Charter v. 2.0 with the following (insert specific details).

NEXT STEPS

Upon LTC endorsement of the revised draft Project Charter v.2.0, staff would prepare a budget work plan for Director’s approval.

Submitted By:	Sonja Zupanec, MCIP, RPP Island Planner	Marnie Eggen, MCIP, RPP Island Planner	May 10, 2019
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager		May 14, 2019

ATTACHMENTS

1. Project Charter v.1.0, endorsed December 17, 2018
2. Revised draft Project Charter v.2.0, dated May 27, 2019

OCP/LUB Review Project Charter v 1.0

Lasqueti Island Local Trust Committee

Date: February 2019

Purpose To review and update the Lasqueti Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations, in a manner which supports community participation, the Object of the Islands Trust, strengthens relations with First Nations and addresses community land use planning priorities.

Background The LTC identified a “Comprehensive OCP/LUB Review” as a top priority project and held an early community information meeting in April 2018 to gather ideas on the scope of the project. Support for the Islands Trust’s “preserve and protect mandate”, including a focus on strengthening relations with Tla’amin Nation and other Nations, is an overarching priority for this review.

- Objectives**
- Develop a Community Engagement and Communication Strategy to prioritize consultation methodology .
 - Strengthen relations with First Nations and incorporate Nation perspectives and recognition of Tla’amin Treaty rights into policy/regulatory options.
 - Ensure proposed policy/regulatory changes are consistent with the Local Government Act, Object of the Islands Trust and Islands Trust Policy Statement, with focus on protection of sensitive ecosystems and biodiversity.
 - Ensure proposed policy/regulatory changes address Islands Trust Conservancy ‘Regional Conservation Plan 2018 -2027’ goals and priorities and implement the protection of the coastal Douglas-fir and associated ecosystems toolkit.

- In Scope**
- First Nations Relations and Perspectives**
- Establish opportunities for inter-governmental collaboration for effective decision making respecting Treaty and First Nations rights throughout the OCP/LUB review.
- Protection of the Environment and Sensitive Ecosystems:**
- Consider updated policies and regulations to protect sensitive ecosystems, biodiversity, shorelines and freshwater resources to address the Islands Trust Conservancy Regional Conservation Plan.
- Increasing Housing Options and Aging at Home:**
- Review housing policies and regulations; consider cluster and density transfer provisions.
 - Consider incorporating ‘Aging at Home’ 2016 report recommendations and ‘Housing Needs Assessment’ 2018 report recommendations.
- Food Security:**
- Update agricultural land designations and zoning to ensure protection of the Agricultural Land Reserve and consistency with provincial ALC regulations.
 - Review cannabis production regulations.
- Community Services and Village Planning:**
- Consider updates to OCP designations, density provisions, zoning.
- Public Trails, Beach Access, Marine Zoning**
- Consider public trail and beach access planning.
 - Consider marine zoning updates and new regulations for docks and marine structures.

Workplan Overview

Deliverable/Milestone	Date
LTC endorses project charter; referral to APC for comment on communication/engagement strategy considerations.	July –October 2018
Develop Community Engagement and Communication Strategy for LTC endorsement, incorporating Tla’amin Nation intergovernmental consultation.	2018/2019
Initiate broad community consultation on review topics.	2019
Development of draft bylaws.	2020
Community consultation and early referrals of draft bylaws.	2020
Legislative process for proposed bylaws.	2021
Adoption of proposed bylaws and development of communications materials.	Spring/Summer 2022

Project Team		Budget		
Island Planner	Project Manager/ Planner	Budget Source: Lasqueti OCP/LUB Review Project		
Regional Planning Manager	Project Sponsor	Fiscal	Item	Cost
Legislative Clerk	Legislative Process/ Bylaw Review	2018-2019	Communication and Engage- ment Strategy	\$2,000
Islands Trust Communications Specialist / Planner 2	Communications / Graphic Support	2019-2020	Topic Consultation/Legal Review	\$8,000 (pending budget approval)
Tla’amin First Nation	Intergovernmental Collaboration	2020-2021 2021-2022	Legislative Process (community information meetings; public hearing; advertising)	\$1,000 (pending budget approval)
Advisory Planning Commission/ Community Groups	Community Representatives		Total	\$11,000

RPM Approval: Ann Kjerulf
Date: July 23, 2018

LTC Endorsement:
Resolution # 2018-037
2018-066

OCP/LUB Review Project Charter v 2.0

Lasqueti Island Local Trust Committee

Date: May 2019

Purpose To review and update the Lasqueti Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations in three phases which supports community participation, the Object of the Islands Trust, strengthens relations with First Nations and addresses community land use planning priorities.

Background The LTC identified a “Comprehensive OCP/LUB Review” as a top priority project and held an early community information meeting in April 2018 to gather ideas on the scope of the project. Support for the Islands Trust’s “preserve and protect mandate”, including a focus on strengthening relations with Tla’amin Nation and other Nations, are overarching priorities for this review.

Phase 1 Objectives

- Conduct a technical analysis of the OCP and LUB to determine where policy/regulatory changes may be required to be consistent with First Nations relations and perspectives, the Local Government Act, Object of the Islands Trust and Islands Trust Policy Statement, Islands Trust Conservancy ‘Regional Conservation Plan 2018 -2027’ goals and priorities, Agricultural Land Commission Act, Protection of the Coastal Douglas-fir and Associated Ecosystems Toolkit (2018); and incorporate the results of 2018 engagement sessions held by the Lasqueti Community Association .
- Develop a ‘OCP/LUB Engagement Strategy’ to prioritize engagement topics and methodology to be undertaken in Phase 2.

Phase 2 and 3 Objectives

- Undertake community engagement on engagement topics determined in Phase 1.
- Develop, review, adopt draft amending bylaws to update the OCP and LUB based on Phase 1 analysis and Phase 2 community engagement.

Phase 1 In-Scope

- Establish opportunities for inter-governmental collaboration for effective decision making respecting Treaty and First Nations rights throughout both phases of the OCP/LUB review.
- Planning staff to conduct a comprehensive technical analysis of the OCP and LUB and present findings for LTC consideration.
- Lasqueti Community Association OCP steering committee to prepare a summary document and presentation to the LTC on the results of the 2018/19 community engagement sessions. Planning staff to incorporate findings into the technical analysis of the OCP and LUB.
- Work with the Advisory Planning Commission to develop a ‘OCP/LUB Engagement Strategy’ to clarify Phase 2 engagement topics and methodology based on technical analysis and community input to date.

Phase 2 In-Scope

- Update the Project Charter to reflect Phase 2 Scope of Project.
- Implement the ‘OCP/LUB Engagement Strategy’.
- Incorporate First Nation perspectives and recognition of Tla’amin Treaty rights into policy/regulatory options.
- Develop draft amending bylaws for the Official Community Plan and Land Use Bylaw.

Phase 3 In-Scope

- Legislative review, referrals and bylaw adoption.

Workplan Overview

Deliverable/Milestone	Date
Phase 1: LTC endorses revised project charter	May 2019
Phase 1: LCA presentation/report back to LTC on summary of 2018/19 community engagement sessions, consultation findings and recommendations	Summer 2019
Phase 1: Planning presentation on summary of technical analysis of OCP and LUB	Winter 2019
Phase 1: Development of OCP/LUB Engagement Strategy	Winter 2019-Spring 2020
Phase 2: LTC endorses revised project charter Phase 2—Commence Phase 2 Engagement	Spring/Summer 2020
Phase 2: Development of draft bylaws, referrals and community engagement	Fall/Winter 2020
Phase 3: Legislative Review of Bylaws	2021

Project Team		Budget		
Island Planner	Project Manager/ Planner	Budget Source: Lasqueti OCP/LUB Review Project		
Regional Planning Manager	Project Sponsor	Fiscal	Item	Cost
Legislative Clerk	Legislative Process/ Bylaw Review	2019-2020	Technical analysis of OCP and LUB; development of OCP/LUB engagement strategy	\$3,000 (pending budget approval)
Islands Trust Communications Specialist / Planner 2	Communications / Graphic Support	2020-2021 2021-2022	Community consultation and legislative process (community information meetings; public hearing; advertising)	TBD
Tla’amin First Nation	Intergovernmental Collaboration			
Advisory Planning Commission/ Community Groups	Community Representatives		Total	\$3,000
RPM Approval: Ann Kjerulf				
Date: July 23, 2018; Dec 17, 2018;				
LTC Endorsement:				
Resolution # 2018-037;				
2018-066;				